



### Action Item Log

Gulfco Superfund Site Weekly Project Status Meeting  
8/24/2010

\*\*\* ENFORCEMENT CONFIDENTIAL \*\*\*

No.	Action Item	Responsibility	Original Date Due	Revised Due Date	Status	Comments
1	Complete action memo for tank removal	Engbloom	8/20/2010		Draft action memo complete & under review; enforcement attachment is complete	
2	Transmit response to PRP letter regarding the EE/CA AOC	Nann	8/20/2010			
3	Complete tank removal AOC/SOW	Nann, Miller	8/27/2010		Draft prepared; final based on action memo.	
4	Administrative record for tank removal AOC	Miller, Nann	8/27/2010		Collection created & sent to SAIC to create Admin Record	
5	Initiate work on task order for EE/CA	Miller	8/23/2010	8/18/2010		Modify task order to include sediment removal if BERA sampling indicates an unacceptable risk
6	Submit task order SOW & IGCE for EE/CA	Miller	8/27/2010	8/24/2010		
7	Initiate task order workplan request	PO & CO	9/3/2010	8/31/2010		
8	Team provide comments on General Notice Letter	Site Team	8/31/2010		need comments from team	
9	Issue General Notice Letters	Shade	9/7/2010			
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## **Action Item Log**

Gulfco Superfund Site Weekly Project Status Review Meeting

Revised on:

No.		<i>Responsibility</i>	<i>Original Date Due</i>	<i>Revised Due Date</i>	<i>Status</i>	<i>Comments</i>
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